

Meeting Minutes Wednesday 1st November 2017

Present:

BPS: Maria Lambos, Joanne Edwards, Lynda Lovett

P+C: Lyndal Rutgers, Rob Taubman, David Finlay, Rob Bennett, Anne Irvine, Melissa Slavin, Nyree Morrison, Victoria Lush, Cindy Scheule, Liam Reid, Arabella Futcher, Rani Devlin, Clare Young, Sunil Badami, Joanna Nicholas

Minutes recorded by: Lyndal Rutgers

1. Welcome

Meeting opened: 7:05 pm. Welcome from Rob Taubman and acknowledgement of country from Lyndal Rutgers.

2. Stage 3 PBL Presentation

- A group of students from stage 3 presented their STEM PBL project, to design a redeveloped Year 6 area adjacent to the hall. The students worked in groups to research constraints, come up with ideas and refine their designs, and collectively voted on the final design. The project work included materials, costing, design and modelling. Some features of the final design include levelling the existing asphalt, laying an area of artificial grass, some permanent tables including chess tables, movable chairs and planting of some greenery.
- The presentation group, on behalf of Stage 3, then requested funding from the P+C in order to bring their design to fruition. Stage 3 have already raised \$800 through a cake stall, which they are willing to contribute to the project cost.
- A vote was taken, and it was unanimously agreed that the P+C contribute \$10K to fully fund the project. (Proposed: Rob Taubman, Seconded: Lyndal Rutgers) Yay!! Well done Stage 3!!!
- It was proposed that a working bee of Stage 3 families (due to the size of the area) be organised early next year to carry out the project. It may be necessary to engage a contractor for the asphalt works, details to be finalised.

3. Apologies

Cliff Philipiah, Mel Daniels, Sophie Knox, Andrea Smith, Van Allen, Doug Talbot, Bidy McDermott, Les Schmalzbach, Vanessa James, Mark Chambers, Ariana Davis, Belinda Mikhail-Gogos

4. Previous Minutes

September 2017 – Minutes accepted (Proposed: Nyree Morrison; Seconded: Rob Taubman).

5. Actions Arising

Outstanding actions from previous minutes:

- Assess operation of the smart board in the vacant classroom
⇒ **May Ellwood, ongoing**
- Communication regarding ESC and lines of communication sent to ESC families
⇒ **Kate Buckell, complete**
- Contact made with DEC regarding future planning for school capacity
⇒ **Maria Lambos, ongoing**
- Meeting arranged with UrbanGrowth NSW to discuss planning for school capacity
⇒ **Doug Talbot, ongoing**
- House t-shirts ordered through Pickles

- ⇒ **Lyndal Rutgers, ongoing**
- Assessment and costing of cooling options for top floor classrooms
- ⇒ **Liam Reid, ongoing**

6. Correspondence

Nil

7. Principal's Report

7.1 Sports shelters

The sports shelters have arrived, and Andrzej and 3/4C had a practice run of putting them up in the playground. All went well, and they look great!

7.2 Playground Upgrade

The first part of Stage 4 of the playground upgrade is complete, and the second part has now been submitted to DOE for approval. It is anticipated that this work will take place early in 2018.

7.3 Staffing

Two of the permanent staff vacancies have been filled by central appointment, and the remaining two positions have been advertised. The applications have now closed and been reviewed, and the panel has selected a short list of applicants, who will be interviewed next week. It is anticipated the selections will be finalised by the Dec meeting.

7.4 Three-Year Plan

The existing three-year plan (2015 – 2017) is drawing to a close, and is being reviewed by the staff in order to prepare the next three-year plan (2018 – 2020).

7.5 2018 enrolments

Updated numbers: there are currently 51 children enrolled for Kindergarten in 2018, with total enrolments for the school at 383 (cf 341 in 2017). Out-of-area enrolments have not been accepted for some time, and it is likely that our boundaries will shrink. This is the situation for all four primary schools on the peninsula. Orange Grove PS in Lilyfield still has capacity, and has also been flagged for growth by DOE (in terms of additional classrooms) due to its relatively large land size.

8. Finance Report

- The current cash balance stands at \$184284 at 31 October, and is adjusted to \$87912 accounting for funds already allocated, including the remaining stages of the playground upgrade. Decisions on expenditure for 2018 will be made at the December P+C meeting.
- The P+C levy has been very successful, with contributions at around \$17.7K (which is up slightly on last year's levy) – thank you very much to all those who have contributed.
- It was agreed to fund the following (Proposed Rob Taubman, Seconded: David Finlay):
 - Thank you gifts for all non-class based staff (teaching and administration), \$50 each
 - iTunes vouchers for three Year 6 students who have consistently assisted at canteen throughout the year, \$30 each
 - New signage which has been mounted around the school (office, toilet blocks etc), \$2762
 - Class party for the class with most students registered for the BFR, \$200 to cover pizza and a bottle of wine for the teacher

9. P&C Goals and Issues

- BFR Update

- There are 141 volunteers needed to run the event, and we are still short 44, including 22 marshals. Please contact Kate Melber if you are able to help: katemelber@gmail.com
- Student registrations are down on this time last year – please encourage everyone to register, even if they are unable to attend on the day. A ‘class pizza party’ incentive, with a bottle of wine for the class teacher, has been established for the class with the highest number of registered runners.
- House T-shirts
House t-shirts have been ordered. Once we receive samples, we will publish a flyer for all parents, and pre-orders will be taken by Pickles. The shirts will be available in time for the swimming carnival in Term 1 2018.
⇒ **Lyndal Rutgers continuing to liaise with Pickles**
- A/C update
Liam Reid has been liaising with an architect and some builders to obtain advice and costings for a range of both passive and active solutions to the heat control problem in the top level classrooms during summer. Due to the technical nature of these discussions, and the likely costs involved, it is important that the investigation is done properly. This has been ongoing, and Liam will report back to P+C as soon as practical, for a vote on the preferred measures to be taken. Thanks, Liam.
⇒ **Liam Reid continuing to compile advice / quotes for possible solutions**
- Injuries monitor
The rate of injuries in the playground is continuing to be monitored by P+C. There has been nothing of significance to report recently.
- Playground Upgrade – update
In addition to the installation of bench seating etc, which forms the second part of the weather shed area redevelopment, P+C are considering options for weatherproof shade to this area (eg a large permanent outdoor umbrella). This will be discussed further at the December meeting.
- Payment Tile purchase
It was suggested that the P+C purchase a portable EFT device, such as a Square reader, to facilitate payments by card at P+C events. Such readers can connect via Bluetooth through an app on a smartphone to the P+C bank account, making them a very portable and flexible solution. Square readers have no ongoing monthly costs, and 1.9% of each transaction is taken by the company, which is lower than that charged by Flexischools. It was proposed that a reader be investigated further, and a suitable purchase made, to a limit of \$200 (Proposed: Rob Taubman, Seconded: Victoria Lush)
⇒ **Lyndal Rutgers to make further enquiries, and purchase reader**
- 2018 Pre funding expenditure – to be discussed at December meeting
- Ethics – a coordinator has been found, but three or four teachers are still required. If no volunteers are found, some ethics classes will cease to run. To volunteer, contact the amazingly coordinated volunteer coordinator, Kate Melber: katemelber@gmail.com

10. Events Calendar

- Council Election BBQ and cake stall – P+C ran a very successful BBQ and cake stall at the council elections on 9th September. A number of parents and even ex-parents from the school stepped in to help run both stalls, and around \$1500 was raised. A huge thank you to all those involved on the day!
- Whole school Working Bee – Sunday 17th September
The working bee was a great success, and a number of jobs were completed. Thank you to everyone who gave up their time to paint, weed, water, plant etc. The grounds are looking great!

- Halloween Disco – was held on Friday night, and was HUGE, with over 223 children and 138 adults attending! Apparently black is the new black... Overall the event raised \$1744.80 (wow!), including over \$100 from the student-run and initiated stalls (well done girls!!). A big thank you to Cliff for coordinating the event, and to all the parents who helped out last Friday, and a special thank you to Our Place On Darling for the donated dinner vouchers which were used as prizes.
- 2017 Yearbook – on sale now through Flexischools, \$30 each, with orders closing at 9pm Nov 17. P+C would like to thank Tiffany Zehnal, Angela Curry and the other members of the Yearbook Committee for their hard work collating photographs and information to put the yearbook together. The yearbooks will be delivered to the school by the end of term.
- BFR – Sunday 19th November, get ready to run!!! REGISTER NOW: balmainfunrun.com.au
- Salvation Army Christmas Gift Appeal – Victoria Lush will coordinate a Salvos Gift Appeal, to culminate at morning lines on Wednesday of Week 9. A representative from the Salvos will be invited to attend.
- Welcome Drinks 2018 – this much loved ‘Welcome To Our School’ event will be back next year! If you would like to help extend a warm welcome to our next cohort of new parents, please contact Rob Taubman to volunteer: rob@taubs.net
- Year Six Area Upgrade – 2018
On behalf of our school, our hard working President applied for and won a \$5K community grant from Westconnex to be put towards upgrading the Year 6 area of the school. However, given that this project is a sensitive issue and opinions are divided within the community, at this stage P+C has not taken up the grant. On behalf of P+C, a huge thank you to Rob for all his time on this initiative.
- Kindy Family welcome 2018 – Melissa Slavin is going to organise some parents to be in the playground on the first day of Kindy, to welcome new families, and perhaps offer tea and tissues.
- Mother’s Day 2018 – it was proposed that a Mother’s Day BBQ be held next year. Melissa Slavin and Anne Irvine have offered to coordinate.

11. OOSH Report

- No report
- A question was raised regarding the split of BPS vs FJT children at ESC, given that the license is up for renewal in 2018, and our school is growing. Further clarification is needed.
⇒ **Nyree Morrison to make further enquiries**

12. Canteen report

- Menu change for 2018 – the drink will no longer be included as part of the meal deal, but can be purchased for an additional \$1.50. As a result the price of the meal deal will decrease slightly.
- The amazing Van “Canteen Coordinator Extraordinaire” Allen is stepping down from her role in 2018, and will be leaving a hole the size of Texas. **We love you, Van!** Thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you thank you for everything you’ve done to make the canteen the amazing, well-run, beloved institution that it is. A new coordinator will be needed – please speak to the P+C Exec or Van for more information.

13. Any Other Business

Remembrance Day, Saturday November 11 – school leaders will be laying a wreath at Loyalty Square.

Meeting closed 9:15 pm

Next meeting: Wednesday 6th December 7.00pm at 13 Simmons Street, Balmain East. Ho ho ho!